

Procedure for Creating Excel Table from SDF with ChemDraw/ChemFinder Plugin (ver. 7.0 for Windows) (17 November 03)

These instructions assume that the SDF file has already been created by exporting the file from a chemical relational database application. The initial directions 3-5 can be ignored if you have previously used ChemDraw for Excel.

1. Open Microsoft Excel.
2. Select **New** from the **File** menu, (choose **Workbook** if multiple options are presented). This step insures that the personal.xls file will not be edited.
3. Select **Add-in...** from the **Tools** Menu.
4. Check the box associated with ChemDraw for Excel (ChemFinder Version 7.0 2002 or later) or ChemFinder for Excel (ChemFinder Version 6.0 2001 or earlier).
5. Select **OK** (a new toolbar and menu will be displayed titled ChemDraw or ChemFinder respectively).
6. Select **Convert/Update Worksheet** from the **ChemDraw/ChemFinder** menu.
7. Select **Import Table** from the **ChemDraw/ChemFinder** menu.
8. Select the SD file for which the Excel table is to be made.
9. Right click on the Column A labeled Structure.
10. Select Delete.
11. Select the Square between Column A and Row 1. (This will select the entire workbook.)
12. Press **Ctrl + c**. Alternatively, select **Copy** from the Edit menu.
13. Select **New** from the **File** menu (choose **Workbook** if multiple options are presented). This step eliminates all macros in the newly created .xls file.
14. Press **Ctrl + v**. Alternatively, select **Paste** from the Edit menu.
15. Select **Save As** from the **File** menu.
16. Save the file with the standard name in the appropriate folder.